

NOTICE OF GRADUATION

[Enter Date]

[Enter name and address of
parent or adult student]

Dear _____

On _____ the school district conducted a meeting to review [your] [your child's] individualized education program (IEP). The purpose of the meeting was to consider whether graduation requirements will be met by the end of the current school year; whether the IEP goals and objectives will be substantially completed; and whether new goals and objectives are needed for the coming school year. At the meeting, the participants reviewed the following records: [List each evaluation procedure, test, record, or report used as a basis for making decisions regarding graduation.]

The meeting participants determined that the graduation requirements will be met at the end of the current school year. Also they decided that the IEP goals and objectives will be substantially completed, and that new IEP goals and objectives are not needed for the coming school year. Therefore, [you] [your child] will graduate on _____. In making these decisions, the school district considered and rejected the following options: [State the options considered at the meeting and the reasons they were rejected.]

Graduation will permanently end [your] [your child's] entitlement to a free appropriate public education under the federal Individuals with Disabilities Education Act and Sub.V, Chapter 115, Wis. Stats., the state special education law. Therefore, after graduation [you] [your child] will no longer be entitled to receive special education and related services from a school district or other public agency.

The law requires that the school district provide you with information about your rights and the procedures to follow if you want to challenge the district's decision. Therefore, I have enclosed a brochure entitled, *Parent and Child Rights in Special Education*. Please read this brochure to learn about your rights and the due process hearing, which may be requested to challenge the district's decision.

If you have questions about this notice or your rights, you may contact _____ at _____.

Sincerely,

(Rev. 3/96)

Parent and Child Rights Sent:

Date: _____ Initials: _____

These consents are currently in effect:

Evaluation: given _____

Placement: given _____